



Western Pioneer Properties

Rental Information and Application Packet Instructions

LONG – TERM HOUSE RENTALS

Western Pioneer Properties will assist all applicants without regard to race, color, creed, sex, religion, national origin, familial status, marital status, handicap, or ancestry

1. A separate application is required for each applicant over the age of eighteen (excluding dependent children). This guarantees our compliance with Federal, state and local Fair Housing laws.
2. The information requested on our application provides the basis for selection of the best neighbors for all of our residents. Please fill in all spaces and answer all questions as fully as possible (*more information is better than less*). **Incomplete applications will not be processed.**
3. A lead-based paint disclosure is included with this packet if the housing was built prior to 1978. This disclosure must be signed by all applicants and returned with your rental applications. The EPA also requires that the pamphlet "*Protect Your Family From Lead in Your Home*" be made available when renting or selling houses constructed before 1978. This pamphlet is either included or may be read or downloaded on-line at <http://www.epa.gov/lead/pubs/leadpdf.pdf>.
4. Applicants are **not** accepted on a "first-come, first-served" basis, but on a best-qualified basis.
5. Western Pioneer Properties will pull a credit report (including eviction, bankruptcy, and criminal reports) on every applicant and we will contact your current and past landlords, as well as your current and past employers.
6. If you have credit problems, let us know in advance. A letter of explanation *may* help to qualify you.
7. Copies of pay stubs may be required to verify income. If you are self-employed, you will be required to verify your income with copies of tax returns, 1099s and/or other relevant data.
8. Every application must be accompanied by a \$20.00 application fee, a signed "Rental Transaction Disclosure..." form and the Lead Paint Disclosure (if applicable).
9. Make checks or money orders payable to Western Pioneer Properties. If you fax your application you may pay by Visa or MasterCard by including your credit card information on page 3 of the application.
10. Any false statements or deliberate misrepresentation of facts will automatically disqualify the application.
11. Illegal aliens will be automatically disqualified.
12. If you are accepted for Tenancy, a payment in the amount of twice the first month's rent (in cash or cashier's check) is due when the contract is signed. If you have pets and they are accepted, there is an additional "pet rent" of \$25.00 per month, per pet.

WESTERN PIONEER PROPERTIES

Rental Transaction Disclosure and

Applicants' Acknowledgement & Hold Harmless Agreement

- Western Pioneer Properties is acting as Landlord (and shall hereinafter be referred to as Landlord) in this transaction and is leasing or subleasing this property to Tenants. All parties acknowledge and agree that Western Pioneer Properties, is a principal party to this transaction and not an Agent for Tenants or Owners.
- Western Pioneer Properties will negotiate on his/her behalf and will not act as an advocate for any other entity in this transaction.
- Western Pioneer Properties shall disclose to Tenants all adverse material facts that are known about the property.
- Western Pioneer Properties will assist all applicants without regard to race, color, creed, sex, religion, national origin, familial status, marital status, handicap, or ancestry.
- Western Pioneer Properties requires per his/her policy and procedure manual that a copy of this disclosure be signed by each applicant and returned before any action will be taken to process the application. *(All applicants may jointly sign one copy of this form keeping all additional copies for their records.)*
- Western Pioneer Properties discloses that applicants will **not** be accepted on "a first-come, first-served basis" and that prospective Tenants will be screened on a best-qualified basis and on the Landlord's needs. The screening criteria, as set forth in Landlord's policy and procedure manual, is available for inspection by appointment.
- Applicants should **not** tell Landlord any information that they do not want him/her to know because all information received will be used to evaluate applicants.
- Applicants understand that incomplete applications will **not** be processed and that any false statements or deliberate misrepresentation of facts will automatically disqualify their applications.
- Tenants and Owners shall **not** be vicariously liable for the Landlord's acts since no agency relationship exists. *(Vicarious liability is a principal's liability for the acts of an agent when the agent is acting within the scope of the agent's employment.)*

I acknowledge that I have read this form, understand its meaning and agree to be bound by it in its entirety. I agree to look solely to Western Pioneer Properties, as acting Landlord of the property, and to hold all other parties harmless should any rental conflict or other problem involving the property offered for rent arise, either now or in the future.

Applicant's Signature Date

Applicant's Signature Date

Applicant's Signature Date

Applicant's Signature Date

Rental Application



ADDRESS OF PROPERTY: _____

How did you hear about this property? _____

PLEASE NOTE: A separate application is required for each applicant over the age of 18 (excluding dependent children) who will reside at the property. This guarantees our compliance with Federal, state and local Fair Housing laws. **Incomplete applications will not be processed.**

THE FOLLOWING TWO OPTIONS* ARE MADE AVAILABLE TO ALL APPLICANTS:

First Option: Applicants desiring to live together as a single housekeeping unit may elect to financially qualify for tenancy as a group, in which case Landlord has the right to immediately terminate the rental contract when any one member of that group vacates the property.

Second Option: Each legal entity may elect to financially qualify for tenancy individually, in which case the occupant may continue to lease the property if one or more of the other parties to the rental contract vacate the property for any reason.

**Note: All applicants desiring to live together must choose the same option*

I elect the first option. I elect the second option. **Desired move-in date?** _____

NOTE: APPLICANTS WILL **NOT** BE ACCEPTED ON A "FIRST-COME, FIRST-SERVED" BASIS. LANDLORD WILL ASSIST ALL PERSONS WITHOUT REGARD TO RACE, COLOR, CREED, SEX, RELIGION, NATIONAL ORIGIN, FAMILIAL STATUS, MARITAL STATUS, HANDICAP, OR ANCESTRY.

Please Print or Type

Applicant's full legal name _____ Soc Sec # _____

Other name(s) used within the past 3 yrs _____ Date of birth _____

Home phone _____ Work phone _____ Cell phone _____

Email address _____ Length of desired occupancy? _____

Have you applied for residency or leased from us in the past? _____ If so, when? _____

What is the best way for us to contact you regarding this application? _____

List your last four years residence history & at least your last two addresses

Current address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at present address? _____ Occupancy dates _____ Monthly Rent or Mortgage _____

Landlord or Mortgage Company _____ Phone _____

Loan # (if applicable) _____ Why are you moving? _____

Former address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at former address? _____ Occupancy dates _____ Why moved? _____

Former Landlord's Name _____ Phone _____

Former address _____ City _____ State _____ Zip _____

Type of property (apartment, duplex/4-plex, townhouse, condo, mobile home, house, etc.) _____

How long at former address? _____ Occupancy dates _____ Why moved? _____

Former Landlord's Name _____ Phone _____

List your vehicles that will be parked at the property Driver's License # _____ State _____

<u>Vehicle</u>	<u>Make/Model/Year</u>	<u>License No./State</u>
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1. _____

2. _____

3. _____

List your employment history for the last four years (Please include titles or military ranks, etc. Note: If you are self employed you will be required to substantiate your income with copies of tax returns, 1099s and/or other relevant data.)

Current Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Mo take-home _____ Superior's name & position _____ Phone _____
 List any additional monthly income you wish to be considered in qualifying your application (child support, SS, etc.) _____

Former Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Superior's name & position _____ Phone _____

Former Employer _____ Dates _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Position / Job description _____ Monthly gross pay _____
 Superior's name & position _____ Phone _____

List bank accounts

Bank Name	Account#	Checking/Savings	Approx. Balance
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Credit References - Credit Cards & Loans What are your approximate scheduled monthly payments? _____

Name	Account#	Purpose	\$ Limit	Balance	Mo Payment
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____

List nearest relatives (for Emergency Contact and/or Reference)

Name	Address	Phone	Relationship
1. _____	_____	_____	_____
2. _____	_____	_____	_____

List two personal / professional (accountant, lawyer, banker, etc.) references

Name	Address	City / State / Zip	Phone #
1. _____	_____	_____	_____
2. _____	_____	_____	_____

List all pets that you desire to have live on the premises

Pet's Name	Type/Breed/Size	Sex/Neutered/Spayed	Indoor/Outdoor/Both
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

Personal Skills: Plumbing Carpentry Painting Electrical Mechanical

Other _____

Tools You Own: Tool Box Mower Yard tools Snow shovel Hoses/Sprinklers

Please answer the following questions *(explain your answers on additional page(s) as necessary)*

- | | |
|--|--|
| 1. Have you ever been evicted or asked to move from any tenancy? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 2. Have you ever broken a rental agreement or lease? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 3. Have you ever willfully and intentionally refused to pay rent when due? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 4. Do you know of anything that might interrupt your income or ability to pay rent? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 5. Are there any outstanding judgments against you? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 6. Have you had property foreclosed upon or given title or deed in lieu of foreclosure in the past 7 years? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 7. Have you ever filed a petition of bankruptcy? <i>(If yes, please note when and where, if the bankruptcy has been discharged and date of discharge.)</i> | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 8. Are you a named party to a criminal proceeding, lawsuit or unlawful detainer filing? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 9. Have you ever initiated or been the defendant in a lawsuit? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 10. Have you or anyone in your household ever been convicted of a felony or misdemeanor? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 11. Rent is due in advance on the last business day of each month. Are you able to fulfill this requirement? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 12. Are you obligated to pay child support, alimony or separate maintenance? <i>(If yes, how much?)</i> _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 13. Are you the co-maker or endorser on any lease, loan or mortgage? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 14. Do you plan to conduct any commercial business from the residence? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

List any additional info you think will help us process your application *(attach additional pages if necessary)*

Applicant agrees to pay an application fee of \$ 20.00 to Landlord for the processing of this application. *Please make check or money order payable to: Western Pioneer Properties. Applicant understands that any false statements or deliberate misrepresentation of facts will automatically disqualify this application and cause any subsequent rental contract to be null and void and of no effect.*

Applicant further agrees that if, for any reason, he/she becomes delinquent in rents or other charges, Landlord is hereby authorized to charge applicants MasterCard or Visa account to collect those delinquent payments. Applicant also agrees that all credit information maintained by Landlord may be given to any credit reporting service and that Landlord will be held harmless. Applicant certifies that the information given in this application is true and correct. Applicant understands that any false statements or deliberate misrepresentations of facts will automatically disqualify this application and cause any subsequent rental contract to be null and void and of no effect.

AUTHORIZATION: I do hereby authorize a review and full disclosure of all records, or any part thereof, concerning myself by/to Western Pioneer Properties. The intention of this authorization is to provide information which will be utilized in connection with a rental application, current lease, former lease, lease renewal and/or collection of funds due Western Pioneer Properties, its successors and/or assigns.

For authorization to release information, we will fold this page on the dotted line and fax the information below:

I hereby authorize current and past landlords, current and past employers, financial institutions, personal references, Courts of law and any other person/entity to release information regarding my rental, employment, credit and/or criminal history. I agree to indemnify and hold harmless the person to whom this request is presented and his agents and employees from and against all claims, damages, losses and expenses, including reasonable attorneys' fees arising out of or by reason of complying with this request. This authorization shall survive the original application process and be valid during or subsequent to any lease term. A copy of this authorization may be accepted as an original.

Applicant's Signature

Date